

PAGE size: A4 (21x29.7 cm); Margins: Top: 2 cm; Bottom: 1,5 cm; Left & Right: 2 cm.

Paragraph format: Justified, 1,5 line spacing (spacing before: 0, after: 0, normal style).

Font: Times new roman TNR (normal style)

CES Workin Papers author guidelines

TITLE: TNR, size 14 pct., single space

John SMITH*, Michael SMITH**

Abstract

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vivamus ac purus a ante imperdiet ultricies. Pellentesque vestibulum aliquet neque. Pellentesque adipiscing id nibh in interdum. Vivamus placerat massa eu scelerisque vestibulum. Etiam ullamcorper metus ut tortor sollicitudin, id ullamcorper augue varius. Phasellus pulvinar tincidunt pretium. Nullam eu elit pulvinar, tincidunt dui sit amet, mollis lorem. Proin dictum dolor quis mollis accumsan. Vivamus quis feugiat metus. Donec sed purus vestibulum, mattis dolor id, sagittis augue. Pellentesque scelerisque lobortis enim nec condimentum. In pharetra dui at rutrum sollicitudin. Nam vulputate quis risus id sollicitudin. Sed dapibus dignissim libero, at molestie urna dignissim id. Fusce iaculis interdum justo eget cursus.

ABSTRACT: Max. 150 words, Italic, TNR 12

Keywords: ullamcorper, feugiat, dapibus, viverra ipsum, condimentum gravida, iaculis interdum

Keywords: max. 5 words, TNR 11, use comma for separation

Introduction

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vivamus ac purus a ante imperdiet ultricies. Pellentesque vestibulum aliquet neque. Pellentesque adipiscing id nibh in interdum¹. Vivamus placerat massa eu scelerisque vestibulum. Donec sed purus vestibulum, mattis dolor id, sagittis augue. Pellentesque scelerisque lobortis enim nec condimentum. In pharetra dui at rutrum sollicitudin. Nam vulputate quis risus id sollicitudin. Sed dapibus dignissim libero, at molestie urna dignissim id. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vivamus ac purus a ante imperdiet ultricies. Pellentesque vestibulum aliquet neque.

Paragraph indent: 1 cm / 0.39 inch

Font TNR 12 pct, 1,5 line spacing (spacing before: 0, after: 0, normal style).

Alignment: Justified

* John SMITH is professor at University of Iasi, Romania, e-mail: jsmith@unv.ro.

** Michael SMITH is researcher at at University of Iasi, Romania, e-mail: msmith@unv.ro.

¹ Vivamus placerat massa eu scelerisque vestibulum. Etiam ullamcorper metus ut tortor sollicitudin, id ullamcorper augue varius. Phasellus pulvinar tincidunt pretium.

Footnote: only relevant info & clarifications, TNR 10, single space; justified

1. Vivamus placerat massa

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vivamus ac purus a ante imperdiet ultricies. Pellentesque vestibulum aliquet neque. Pellentesque adipiscing id nibh in interdum. Pellentesque adipiscing id nibh in interdum². Vivamus placerat massa eu scelerisque vestibulum. Etiam ullamcorper metus ut tortor sollicitudin, id ullamcorper augue varius. Phasellus pulvinar tincidunt pretium. Nullam eu elit pulvinar, tincidunt dui sit amet, mollis lorem. Proin dictum dolor quis mollis accumsan. Vivamus quis feugiat metus.

Curabitur accumsan egestas lectus, sed pretium nulla ullamcorper at. Nunc non ipsum eu tortor fringilla ultricies. Quisque justo ante, euismod ac aliquet ac, euismod eget augue. Pellentesque feugiat sapien a tincidunt suscipit. Morbi lobortis mauris eu augue vestibulum mollis.

1.1. Nullam eu elit pulvinar

Vivamus placerat massa eu scelerisque vestibulum. „Etiam ullamcorper metus ut tortor sollicitudin, id ullamcorper augue varius” (Smith, 2013, p. 14). Phasellus pulvinar tincidunt pretium. Nullam eu elit pulvinar, tincidunt dui sit amet, mollis lorem. Proin dictum dolor quis mollis accumsan. Vivamus quis feugiat metus (Hill, 2014).

Donec sed purus vestibulum, mattis dolor id, sagittis augue. Pellentesque scelerisque lobortis enim nec condimentum. In pharetra dui at rutrum sollicitudin. Duis justo nibh, condimentum gravida laoreet at, dictum in felis. Praesent est purus, auctor eu dapibus ac, mattis sed leo.

Cras in nibh vel tellus scelerisque fermentum. Donec (Smith *et al.*, 2013) posuere, turpis sagittis egestas fermentum, leo mauris suscipit lectus, quis pretium metus nibh ut ante.

Suspendisse potenti:

- Nam pulvinar, lectus vel egestas cursus, sapien nulla feugiat odio, nec tincidunt mauris erat quis risus;
- Donec dictum elit ac nisi mollis posuere. Curabitur accumsan egestas lectus, sed pretium nulla ullamcorper at. Nunc non ipsum eu tortor fringilla ultricies;
- Donec dictum elit ac nisi mollis posuere. Curabitur accumsan egestas lectus, sed pretium nulla ullamcorper at. Nunc non ipsum eu tortor fringilla ultricies;
- Donec dictum elit ac nisi mollis posuere. Curabitur accumsan egestas lectus, sed pretium nulla ullamcorper at. Nunc non ipsum eu tortor fringilla ultricies;

Sections should be numbered from 1 to n.
Sub-sections: 1.1, 1.2...1.n; 2.1...2.n
Please do not use automatic numbering. The 'Introduction' and 'Conclusions' sections should not be numbered.

Please use no more than two level of headings. Do not use two heading next to each other without text in-between.

When a direct quotation is used, always include the author, year, and page number as part of the citation and please include double quotation marks (“ ”).
When a citation is used, source material must be documented in the body of the paper by citing the author(s) and year of the sources.

In sources with more than 2 authors the reference should be as in the example from text (first author's surname “*et al.*”, year), and in the reference all authors must be included

Bullets & Numbering: use simple lines or arab numbers, TNR 12, Hanging: 0,63 cm;

² Vivamus placerat massa eu scelerisque vestibulum. Etiam ullamcorper metus ut tortor sollicitudin, id ullamcorper augue varius. Phasellus pulvinar tincidunt pretium.

Morbi lobortis mauris eu augue vestibulum mollis. Proin feugiat euismod nibh, et adipiscing purus lobortis sed. Fusce fermentum tincidunt lacus, eget viverra ipsum porttitor vitae:

Donec ullamcorper libero et viverra placerat. Quisque in eros bibendum, euismod dolor sit amet, porta risus. Fusce eleifend non tortor et pulvinar. Maecenas sollicitudin, velit in commodo fringilla, mauris lacus lacinia enim, et varius eros massa at sapien. Morbi nibh arcu, pulvinar id ultricies vel, imperdiet in felis. Suspendisse volutpat a urna ac iaculis. Cras a libero sit (Smith, 2013, p. 15).

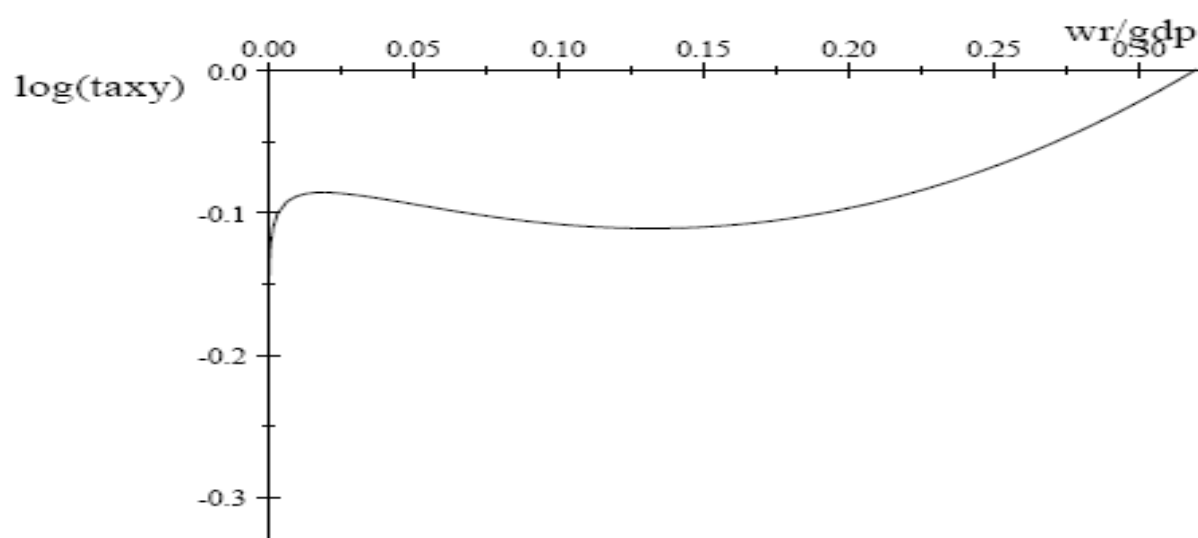
A quotation with 40 or more words should be included in block format (without quotation marks) apart from the surrounding text – indent: left & right 0.5 cm

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vivamus ac purus a ante imperdiet ultricies. Pellentesque vestibulum aliquet neque. Pellentesque adipiscing id nibh in interdum³. Vivamus placerat massa eu scelerisque vestibulum.

1.2. Cras in nibh vel tellus scelerisque fermentum

Donec posuere, turpis sagittis egestas fermentum, leo mauris suscipit lectus, quis pretium metus nibh ut ante. Curabitur accumsan egestas lectus, sed pretium nulla ullamcorper at. Nunc non ipsum eu tortor fringilla ultricies. Pellentesque feugiat sapien a tincidunt suscipit. Fusce fermentum tincidunt lacus, eget viverra ipsum porttitor vitae (see Figure 1).

Figure 1. Morbi lobortis mauris eu augue vestibulum mollis



Images, graphs and maps should be named “Figure” and counted from 1 to n. TNR 11, Bold, justified

Insert only jpg. or png. formats, high-quality (min. 300 dpi). For all the text in the figure use only TNR font.

All figures should have the width of the page.

Source: own representation

Source: please indicate the author, TNR 10 pct

³ Vivamus placerat massa eu scelerisque vestibulum. Etiam ullamcorper metus ut tortor sollicitudin, id ullamcorper augue varius. Phasellus pulvinar tincidunt pretium.

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Etiam vehicula purus in mattis elementum. Etiam ipsum metus, euismod ornare adipiscing in, interdum vitae turpis. Nam vel ante luctus, volutpat tortor vel, blandit nibh. Mauris rutrum mauris nec imperdiet (see Table 1).

Table 1. Nullam sit amet odio placerat

Category	Year	Ind. 1	Ind. 2	Ind.3	Total
cursus	2001	X			
libero	2002	Y			
sagittis	2003	Z			
tellus	2014	W			
elementum	2015	R			852.00

Source: European Commission (2001)

2. Turpis purus

Fusce pellentesque ipsum ac egestas vestibulum. In interdum tempor risus, sed accumsan turpis euismod eu. Morbi pellentesque fringilla fringilla. Ut dui quam, lobortis placerat massa quis, faucibus dignissim lorem.

$$(1+x)^n=1+nx/1!+(n(n-1) x^2)/2!+\dots(1)$$

Sed dui nulla, ultrices eu turpis ac, ultricies ornare felis. Nulla commodo massa a quam euismod pretium. Donec tempor, neque ac venenatis luctus, nulla ante aliquet odio, ac lobortis lorem ligula id metus. Maecenas. Fusce rutrum nulla ut nisl condimentum, quis dapibus quam tempor. Fusce lacus lacus, lobortis vel nisl eu, molestie suscipit justo.

Conclusions

Cras in nibh vel tellus scelerisque fermentum. Donec posuere, turpis sagittis egestas fermentum, leo mauris suscipit lectus, quis pretium metus nibh ut ante. Suspendisse potenti. Nam pulvinar, lectus vel egestas cursus, sapien nulla feugiat odio, nec tincidunt mauris erat quis risus. Donec dictum elit ac nisi mollis posuere. Donec ullamcorper libero et viverra placerat. Quisque in eros bibendum, euismod dolor sit amet, porta risus. Fusce eleifend non tortor et pulvinar. Maecenas sollicitudin, velit in commodo fringilla,

Inside the text is advisable to have **only simple and relevant tables**. For more complex tables please include them in a separate annex (only if it is relevant).

All tables should have the **width of the page**. Info inside tables should be written with **TNR font, 11 pct**.

Please indicate the source of data. If using data from a well-known database (Eurostat, World Bank, etc.) it is not necessary to describe it in the reference section.

Math equations should be submitted as **editable text** and not as images. Present simple formula in line with normal text where possible and use “/” instead of a horizontal line for small fractional terms.

mauris lacus lacinia enim, et varius eros massa at sapien. Morbi nibh arcu, pulvinar id ultricies vel, imperdiet in felis. Suspendisse volutpat a urna ac iaculis. Cras a libero sit.

Acknowledgement: This work was supported by a grant of the dolor sit amet, porta risus. Fusce eleifend non tortor et pulvinar. Maecenas sollicitudin, velit in commodo fringilla, mauris lacus project number PN-II-TE-2014-4-0534.

References

Smith, M. (2013), *Pocket guide to cultural assessment*, London: Routledge.

Smith, M. (2012), European institutions, *Eastern Journal of European Studies*, 5(1), pp. 43-70.

Acknowledgements should be included at the end of the article before the references (not include them as a footnote to the title or otherwise).

The complete references list is placed at the end of the paper, listed in alphabetical order. It should be **single spaced, TNR, size 11, hanging: 1 cm;**

Please consider the examples in the next section.

How to cite

General rules:

- All references included in the reference list should be cited in the text, and vice versa.
- It is recommended to indicate the page for a citation.
- In case of sources in a language other than English shall be use the original title in Latin alphabet
- Arrange all sources alphabetically, not by format of publication (book, journal, etc.)
- web sources with very large links, it is recommended to shorten them (use <http://www.webcitation.org/archive.php>)

Citation in text

Source with one author:	Smith (2013, p. 52) indicate that... or (Smith, 2013, p. 52)
Source with two authors:	Smith and Danson (2013, p. 52) indicates that... or (Smith and Danson 2012, p. 52)
Source with more than two authors:	(Smith <i>et al.</i> , 2013, pp. 52-53)
Two or more works in the same citation (alphabetical, then cronologically):	Several authors indicate (Danson, 2013; Smith <i>et al.</i> , 2013; Wiley, 2010; 2014)

Citation in reference list

<i>Book with one author</i>	Smith, M. (2013), <i>Pocket guide to cultural assessment</i> , London: Routledge.
<i>Book with two authors</i>	Smith, M., and Danson, M. (2012), <i>Regional Governance, Institutions and Development</i> , London: Routledge.
<i>Book with more than two authors</i>	Smith, M., Whitman, G. and Danson, M. (2012), <i>Regional Governance, Institutions and Development</i> , London: Routledge.
<i>Chapter in book</i>	Smith, M. (2014), European institutions, in: Hill, G. and Perry, J. (eds.), <i>European political framework</i> , London: Routledge, pp. 17-40.
<i>Journal article</i>	Smith, M. (2013), European policy and European institutions, <i>Eastern Journal of European Studies</i> , 6(1), pp. 25-70. or Smith, M. and Whitman, G. (2013), European policy and European institutions, <i>Eastern Journal of European Studies</i> , 6(1), pp. 25-70 (retrieved from http://ejes.uaic.ro/article/smith.pdf).
<i>Working paper</i>	Andrews, D., Criscuolo, C. and Gal, P. (2016), <i>The Best versus the Rest: The Global Productivity Slowdown, Divergence across Firms and the Role of Public Policy</i> , OECD Productivity Working Papers, No. 5, OECD Publishing, Paris (retrieved from http://www.oecd-ilibrary.org/docserver/download/63629cc9-en.pdf)
<i>Official document</i>	European Commission (2012), <i>Report on Competition Policy COM 257 final</i> , 16 April, Brussels. OECD (2014), <i>Development Report: Mobilising Resources for Development</i> , OECD Publishing (retrieved from http://dx.doi.org/10.1/dcr-2014-en).
<i>Law</i>	European Parliament (2012), <i>Law on on Competition Policy</i> , retrieved from http://ec.law.eu/competition

Paper present at a conference Smith, M. (2013), *European policy and European institutions*, EURINT 2016 Conference, Iasi, Romania, 20-21 May (retrieved from <http://www.cse.uaic.ro/eurint2016/papers/smithm>).

Electronic source Danson, M. (2013), *Regional Governance. Institutions and Development* (retrieved from <http://www.rri.wvu.edu/WebBook/Danson/contents.htm>).

*Online newspaper** Danson, M. (1999), European institutions, *The New York Times*, 25 September (retrieved from <http://www.nyt.cor/article2565.htm>).
The New York Times (1999), *Crissis in European Union*, 30 December (retrieved from <http://www.nyt.cor/article255256.htm>).

**Preferable as footnote* In case of a large number of references to newspaper articles, it is required to place them in the footnotes rather than in the reference list at the end of the manuscript

If you use a set of data source for a table or figure, it is not necessary to include this source in the reference list.
